

Safe Drinking Water State Revolving Fund Application for Refinancing

Pre-Application Number: _____

PART A. GENERAL INFORMATION

1. Name of Applicant Water System _____
2. Water System ID Number _____
3. Street Address _____
4. County _____
5. Mailing Address _____
6. Authorized Representative _____
(Name , Title and Telephone Number)
7. Amount of Loan Funds Requested \$ _____
8. Date construction started _____
9. Date first reimbursable expenses were incurred _____

PART B. MANAGERIAL INFORMATION

1. Classification of Water System

- ☐ Community
- ☐ Non-transient non-community
- ☐ Transient non-community
- ☐ Irrigation district (not currently classified as a public water system)

2. Indicate the Ownership of the Water System

- ☐ Municipality
- ☐ County agency
- ☐ Special district
- ☐ State agency

3. Name and title of water operations manager _____

4. Name, titles and duties of key officers and personnel (if more than 3, refer to and attach organization chart providing this information).

<u>Name</u>	<u>Title</u>	<u>Principal duties</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

5. Describe the qualifications of system operators and key management personnel.

6. *(Public Owned Systems Only)* Attach a written opinion from your attorney answering the following questions as they pertain to this application

- a. Does the agency have the legal authority to enter into a long-term contract with the State of California, such as the Drinking Water State Revolving Fund loan program? (the legal opinion should state the maximum length of a loan the agency can enter into).
 - b. Is the agency required to hold an election before entering into this type of a loan contract with the State of California?
 - c. Does the agency have the legal authority to levy assessments and charges sufficient to repay a loan under the Drinking Water Revolving Fund loan program?
7. Is there any litigation pending relative to the operation of the water system or the proposed project?
- ☐ Yes (If **yes**, attach a description of the litigation and the potential costs).
- ☐ No
8. If the applicant has contracted with a private firm or another agency for the operation of the facility to be financed, name the firm or agency and the term (in years) of the agreement. Attach a copy of this agreement.
9. If the applicant leases land or major water system facilities, describe the terms of the lease or attach a copy of the lease agreement.
10. Describe the nature of the water rights applicable to your water source. (See Application Guidelines)

PART C. TECHNICAL INFORMATION

1. Describe and document the problem that was addressed by this project. Provide documentation to support the effectiveness of the project in resolving the problem.

2. Describe the existing service area served by the water system and provide a map of the existing service area and the location of the water system facilities.

3. Current population served by the water system _____

4. Current number of active service connections _____

5. Attach an Engineering Report that includes the following elements:

- a. A layout or schematic drawing showing the location and relationship of all project facilities including the newly constructed portions.
- b. A description of all alternative solutions to the problem that were considered prior to construction of the selected project.
- c. The design parameters and engineering calculations used in the sizing and design of project components.
- d. An estimate of the useful life of the major components of the construction project.
- e. An analysis of the water demand in the service area at the time of construction of the project, a projection of anticipated growth and water demand for a ten year period commencing from the time of construction and the design capacities needed to serve the initial and projected water demands.

Please see the Application Guidelines for a more detail description of the Engineering Report.

6. Attach copies of the following technical documents.

- a. As-built plans for all of the construction facilities that are to be covered by the refinancing loan.
- b. The final plans and specification used to solicit and select the construction bids.
- c. An operations plan for operation of the water system.
- d. An emergency response plan.
- e. A technical assessment of waterworks deficiencies and needs of the water system.
- f. A source capacity analysis.
- g. A capital improvement plan

7. Describe the process used (Neg. Dec., EIR) and provide documentation to substantiate that the requirements of CEQA and NEPA were met.

PART D. FINANCIAL INFORMATION

1. Average current monthly residential water bill \$ _____
2. Attach the water systems' water rate structure covering each of the last three years (including commercial and industrial users.)
3. Provide a detailed cost breakdown utilizing the format shown in Part F.
4. For each project component which will be refinanced with funds other than SDWSRF funds please identify the source of the funds and indicate if the systems has applied for or secured the additional funds.

Fund Source	Type of Funds (loan/grant)	Amount	Funding Applied For (Y/N)	Funding Secured (Y/N)
Total Funding From All Sources				

For each funding source noted above provide the information requested in the guidelines. Please note that the "Total Funding Available" should equal the "Total Project Cost" on the detailed cost breakdown.

5. Identify and describe the dedicated revenue source to be used for loan repayment

6. Attach a 5-year revenue/expenditure projection for the water system
7. Provide the following information for all existing long-term indebtedness
 - a. Type of indebtedness
 - b. Name and address of creditor
 - c. Term and purpose of loan
 - d. Date of the loan
 - e. Original principal
 - f. Remaining balance
 - g. Annual repayment amount

8. List all cash reserves and planned uses of those reserves

9. What is the specific debt obligation (by type) for which a refinancing loan is being requested?

10. Attach all documents related to the issuance of the debt for which a refinancing loan is being requested. The following is a list of the documents we would expect to receive depending on the type of debt issued.

- | | |
|---|----------------------------------|
| • Original Prospectus | • Sale Resolution |
| • Purchase Contract | • Preliminary Official Statement |
| • Official Statements | • Rating Letters |
| • Escrow Account | • Contract |
| • No Litigation Certificate | • Receipt for Bonds |
| • Bond Counsel Opinion in Accordance with General Bond Resolution | |
| • Bond Counsel Opinion in Accordance with the Purchase Contract | |
| • Signature Certificate | • Receipt for Purchase Price |
| • Underwriters Counsel Opinion | • Final Legal Opinion |
| • Blue Sky Memorandum | • Closing Memorandum |

11. Attach a certification that proceeds of the debt were used to pay for construction costs. If other items were funded, provide a list of those items.

12. Were there any used proceeds from the debt issued? For example if bonds were issued, were there any bond proceeds remaining after completion of the project? If yes, how were they utilized?

13. What type of refinancing are you proposing? For example, are you proposing to call bonds issued?

14. Attach a written statement from the water system's attorney or bond counsel certifying that refinancing the loan does not conflict with federal tax laws.

Part E. Federal Cross Cutting Requirements

Federal “Cross-Cutting Requirements” are those provisions in federal law which “apply by their own terms” to projects and activities receiving federal financial assistance. In order to enter into a Safe Drinking Water State Revolving Fund loan agreement with the Department of Health Services each water system will be required to certify that the refinanced project complied with each of the following federal regulatory requirements.

Environmental Authorities

1. Archeological and Historic Preservation Act of 1974, Pub. L. 86-523, as amended
2. Clean Air Act, Pub. L. 84-159, as amended
3. Coastal Barrier Resources Act, Pub. L. 97-348, as amended
4. Coastal Zone Management Act, Pub. L. 92-583, as amended
5. Endangered Species Act, Pub. L. 93-205, as amended
6. Environmental Justice, Executive Order 12898
7. Floodplain Management, Executive Order 11988 as amended by Executive Order 12148
8. Protection of Wetlands, Executive Order 11990
9. Farmland Protection Policy Act, Pub. L. 97-98
10. Fish and Wildlife Protection Coordination Act, Pub.L. 85-624, as amended
11. National Historic Preservation Act of 1966. Pub. L. 89-665, as amended
12. Safe Drinking Water Act, Pub. L. 93-523, as amended
13. Wild and Scenic Rivers Act, Pub. L. 90-542, as amended

Economic and Miscellaneous Authorities

1. Demonstration Cities and Metropolitan Development Act of 1966 PL 89-754, as amended
2. Procurement Prohibitions under Section 306 of the Clean Air Act and Section 508 of the Clean Water Act, including Executive Order 11738 Administration of the Clean Air Act and the Federal Water Pollution Control Act with Respect to Federal Contracts, Grants and Loans
3. Uniform Relocation and Real Property Acquisition Policies Act, Pub. L. 91-646, as amended
4. Debarment and Suspension, Executive Order 12549

Social Policy Authorities

1. Age Discrimination Act of 1975, Pub. L. 94-135
2. Title VI of the Civil Rights Act of 1964, Pub. L. 88-352
3. Section 13 of the Federal Water Pollution Control Act Amendments of 1972, Pub. L. 92-5200 (the Clean Water Act)
4. Section 504 of the Rehabilitation Act of 1973, Pub. L. 93-112 (including Executive Orders 11914 and 11250)
5. Equal Employment Opportunity, Executive Order 11246
6. Women's Minority Business Enterprise, Executive Orders 11625, 12138 and 12432
7. Section 129 of the Small Business Administration Reauthorization and Amendment Act of 1988, Pub. L. 100-590

CERTIFICATION

I certify that _____
Name of Water System or Municipality

has complied with the above list of federal laws and authorities.

Signature of Authorized
Representative or Designee

Date

Part F. Detailed Cost Breakdown

SDWSRF PROJECT BUDGET				
Cost Category	Total Project Costs	Applicants Share of Cost	Other Loans and Grants	DWSRF Costs
A. Construction Costs If necessary attach an additional sheet listing all construction costs.				
1.				
2.				
3.				
4.				
5.				
6.				
7.				
Total Construction Costs				
B. Engineering Costs				
1. Preliminary/Planning Costs				
2. Design Costs				
3. Engineering Construction Costs				
Total Engineering Costs				
C. Other Costs If necessary attach an additional sheet				
1. Local Counsel Costs				
2. Bond Counsel Costs				
3. Force Account Costs				
a. Administrative				
b. Technical				
4. Fiscal Services Costs				
5. Miscellaneous Costs				
a.				
b.				
c.				
Total Other Costs				
D. Equipment Costs If necessary attach an additional sheet				
1.				
2.				
3.				
Total Equipment Costs				
E. Land Acquisition Costs				
F. Contingencies				
TOTAL PROJECT COSTS				

PART G. ATTACHMENTS TO APPLICATION

Following is a list of documents, reports and other information which is necessary to process this application. Not all the information list below is required for all water systems. Please review the funding application and application guidelines carefully. If you are not sure if the requested information applies to your water system please contact your district engineer. Incomplete applications will not be processed until all required information has been provided to the district.

To assist us in timely reviewing your application, please make sure your water system name and the pre-application number are on every attachment. Please label the attachment with the number of the application section which requests the information (i.e. "Part A. No 6").

Attachments:

- | | | |
|----|-------------------------|---|
| a) | <u>Part A. No. 6</u> | <p>A resolution or resolutions from the water system's governing body providing the following (as applicable):</p> <ul style="list-style-type: none"> • Resolution designating the authorized representative and authorizing that individual to apply for a DWSRF loan (all systems) • Resolution or ordinance dedicating repayment source
<i>(not required at time of application will be required prior to execution of loan agreement)</i> |
| b) | <u>Part B. No. 4</u> | Organization chart and description of operator and management personnel qualifications. |
| c) | <u>Part B. No. 6</u> | Attorney opinion <i>(Public Owned Systems Only)</i> |
| d) | <u>Part B. No. 7</u> | Description of pending litigation, and the potential costs |
| e) | <u>Part B. No. 8</u> | Agreement for operation of the facility. |
| f) | <u>Part B. No. 9</u> | Lease of land or major water system facilities |
| g) | <u>Part B. No. 10</u> | Water rights documentation |
| h) | <u>Part C. No. 1</u> | Documentation to substantiate the problem addressed and to support the effectiveness of the project in resolving the problem. |
| i) | <u>Part C. No. 2</u> | Map of service area and location of water system facilities. |
| j) | <u>Part C. No. 5</u> | Engineering Report
<i>See Application Guidelines for additional detail on the contents of the report.</i> |
| k) | <u>Part C. No. 6(a)</u> | As-built plans |
| l) | <u>Part C. No. 6(b)</u> | Final plans and specification used to solicit and select bids. |
| m) | <u>Part C. No. 6(c)</u> | Operations plan for operation of the water system. |
| n) | <u>Part C. No. 6(d)</u> | Emergency response plan |
| o) | <u>Part C. No. 6(e)</u> | Technical assessment of water works deficiencies and needs of the water system. |
| p) | <u>Part C. No. 6(f)</u> | Source capacity analysis |
| q) | <u>Part C. No. 6(g)</u> | Capital Improvement Plan |
| r) | <u>Part C. No. 7</u> | Environmental Documentation |

- s) Part D. No. 2 Water system rate structure for last three years include a description of the calculation for the average household water rate
- t) Part D. No. 3 Project cost breakdown – utilize format shown in Part F.
- u) Part D. No. 4. Description of additional funding sources
- v) Part D. No. 6 Five year revenue and expenditure projection for the water system
- w) Part D. No. 7 Description of all long term indebtedness
- x) Part D. No. 10 Documents related to the issuance of the debt for which a refinancing loan is being requested.
- y) Part D. No. 11 Certification that proceeds of the debt were used to pay construction costs.
- z) Part D. No. 14 Attorney certification that refinancing does not conflict with federal tax laws.
- aa) Part E. Certification of compliance with federal cross-cutting requirements